



**DEPARTMENT OF JUSTICE**

**[OMB Number 1140-0043]**

**Agency Information Collection Activities; Proposed eCollection eComments Requested;  
Extension with Change of a Currently Approved Collection**

**National Tracing Center Trace Request/ Solicitud de Rastreo del Centro Nacional de  
Rastreo - ATF Form 3312.1/3312.1 (S)**

**AGENCY:** Bureau of Alcohol, Tobacco, Firearms and Explosives, Department of Justice

**ACTION:** 60-day notice.

**SUMMARY:** The Department of Justice (DOJ), Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), will submit the following information collection request to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995.

**DATES:** Comments are encouraged and will be accepted for 60 days until [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*].

**FOR FURTHER INFORMATION CONTACT:** If you have additional comments, regarding the estimated public burden or associated response time, suggestions, or need a copy of the proposed information collection instrument with instructions, or additional information, please

contact: Neil Troppman, ATF National Tracing Center, Law Enforcement Support Branch, either by mail at 244 Needy Road, Martinsburg, WV 25405, by email at [neil.troppman@atf.gov](mailto:neil.troppman@atf.gov), or by telephone at 304-260-3643.

**SUPPLEMENTARY INFORMATION:** Written comments and suggestions from the public and affected agencies concerning the proposed collection of information are encouraged. Your comments should address one or more of the following four points:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Evaluate whether and if so how the quality, utility, and clarity of the information to be collected can be enhanced; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, *e.g.*, permitting electronic submission of responses.

Overview of this information collection:

- 1 *Type of Information Collection (check justification or form 83):* Extension, with change, of a currently approved collection.
- 2 *The Title of the Form/Collection:* National Tracing Center Trace Request/ Solicitud de Rastreo del Centro Nacional de Rastreo.
- 3 *The agency form number, if any, and the applicable component of the Department sponsoring the collection:*

Form number (**if applicable**): ATF Form 3312.1/3312.1 (S).

Component: Bureau of Alcohol, Tobacco, Firearms and Explosives, U.S. Department of Justice.
- 4 *Affected public who will be asked or required to respond, as well as a brief abstract:*

Primary: Federal Government.

Other (if applicable): State, Local, or Tribal Government.

Abstract: ATF Form 3312.1/ 3312.1 (S) is used by Federal, State, local and certain foreign law enforcement officials to request that ATF trace firearms used or suspected to have been used in crimes.
- 5 *An estimate of the total number of respondents and the amount of time estimated for an average respondent to respond:* An estimated 6,103 respondents will utilize this

form approximately 56.4439 times, and it will take each respondent approximately 6 minutes to complete the form.

- 6 *An estimate of the total public burden (in hours) associated with the collection:* The estimated annual public burden associated with this collection is 34,448 hours, which is equal to 6,103 (# of respondents) \* 56.4439 (# of responses per respondents) \* .1 (6 minutes).

If additional information is required contact: Melody Braswell, Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Two Constitution Square, 145 N Street NE, 3E.405A, Washington, DC 20530.

**Melody Braswell,**

*Department Clearance Officer for PRA,*

*U.S. Department of Justice.*

**Billing Code: 4410-FY**

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